

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes September 9, 2020

**Meeting Host and Secretary-Treasurer at BRA Office, Suite 302, 219 E. Paw Paw St, Paw Paw MI 49079
 All other attendees participated online from remote locations**

Note for the Record—This meeting was held online using Zoom webinar software under Governor Whitmer's Emergency Executive Orders allowing same. The meeting notice, including the Zoom Meeting ID Number, was properly and timely posted on the county's website to allow public participation.

1. Call to Order and Determination of Quorum

At 3:38 pm, by Vice Chairperson Jan Petersen, in the Chair due to the absence of Lisa Phillips, with attendees/absentees/quorum status as follows:

Board Members Present (6) Vice-Chair Jan Petersen, Gail Patterson-Gladney, Cynthia Compton, Sarah Moyer-Cale, Zachary Morris and Dr. Patrick Creagan; **Board Members Absent (3);** Chair Lisa Phillips, Kate Hosier, and Katie Strohauser; **Board Vacancies: (0).** A quorum (6 of 9) is initially present.

Staff and Others Present: Secretary-Treasurer Wayne Nelson; Envirologic Technologies Inc Consultant Erik Peterson.

2. Approval of Agenda--The prepared agenda was approved by unanimous consent.

3. Approval of Minutes of Regular Meeting held August 12, 2020--Motion by Morris, supported by Compton, to approve the minutes of the Regular Meeting held August 12, 2020. Approved by a vote of 6-0.

4. Public Comment—None

5. Secretary-Treasurer's Report--Nelson presented a written and oral report, with highlights and action items as follows:

a. Invoices for Approval--The following invoices were presented for approval:

<i>Amount</i>	<i>Vendor</i>	<i>Invoice #</i>	<i>Invoice Date</i>	<i>Reason</i>
	EPA Grant Invoices:			
\$ 2,620.50	Envirologic Technologies Inc	06727	2020-07-10	153 W Commercial; VMS Design
4,031.95	Envirologic Technologies Inc	02628	2020-07-10	23944 Red Arrow; Pre-demo/B-Plan
190.00	Envirologic Technologies Inc	02629	2020-07-10	10335 Blue Star; B-Plan
685.00	Envirologic Technologies Inc	02630	2020-07-10	99 Walker; B-Plan
610.00	Envirologic Technologies Inc	06864	2020-09-04	99 Walker; B-Plan
112.50	Envirologic Technologies Inc	06865	2020-09-04	Community outreach/programmatic
\$ 7,527.45	Envirologic Sub-Total			
-				
7,527.45	Total of EPA Grant Invoices			
-				
\$ 7,527.45	Total of All Invoices			

Motion by Compton, supported by Patterson-Gladney, to approve these invoices totaling \$7,527.45 for payment. Approved by a vote of 6-0.

b. EPA Grant Extension Approved—We received official notice from the EPA that our request for a one-year extension (to 9/30/2021) on Brownfield Assessment Grant BF-002005 has been approved.

c. EGLE Loan Amendment Approval—We received official notice from EGLE that our application for modification of loan terms for the EGLE Loan in the Paw Paw Brewing Project has been approved. *Note: See New Business for action.*

6. Other Correspondence—Nelson mentioned the upcoming 2021 National Brownfields Conference, April 27-30, in Oklahoma City. We may have grant funding to send two attendees.

7. New Business—

a. EGLE Loan Amendment—The Board reviewed EGLE's proposed Loan Amendment #2 for the \$46,332.54 EGLE Loan for the Paw Paw Brewing project. Motion by Moyer-Cale, supported by Compton, to approve the Amendment #2 to the loan agreement between the State of Michigan, Department of Environment, Great Lakes

and Energy (EGLE) as lender and Van Buren County as borrower, and to recommend further approval by the Van Buren County Board of Commissioners and execution of the amendment by its Chairperson. Approved by a vote of 6-0.

- b. Draft Brownfield Plan for Essential Storage LLC**—The draft Brownfield Plan for Essential Storage LLC for 05585 Blue Star Hwy in South Haven Charter Township was approved by the Board on July 8, 2020. Eric Peterson reported the South Haven Charter Township Supervisor is moving the approval forward for their next meeting.
- c. Draft Brownfield Plan for Midwest Property LLC**—The draft Brownfield Plan for Midwest Property LLC (Midwest Fasteners) for parcels in the Village of Decatur was approved by the Board on July 8, 2020. Eric Peterson reported that both the Village and Township of Decatur are interested in moving for approval, and that the company officials are reviewing the Plan. Erik will continue those efforts.
- d. Land Bank Report**—Cindy Compton reported that the Land Bank Authority meeting for this month was not held.
- e. Economic Development Corporation and Other ED Report**—Zach Morris reported on current EDC work and noted that the current economic extreme uncertainty is clearly slowing some expansion decisions. Erik Peterson noted that recent substantial increases in material and equipment costs are also affecting expansion.

8. Old Business—EPA Grant/Brownfield Plan Project Updates—Erik Peterson gave brief verbal updates on EPA Grant projects as follows:

- a.** 05585 Blue Star Hwy—Covered in new business.
- b.** 413 Delaware St— Covered in new business.
- c.** 153 Commercial Ave—ETI is working to provide likely operating costs of the vapor intrusion system for the site for prospective buyer.
- d.** 23944 Red Arrow Hwy—Marcon Ventures has a general contractor who is working with Eric on project costs. A draft Brownfield Plan should be ready for the October meeting.
- e.** 67902 Red Arrow Hwy—Brownfield Plan is progressing slowly; Eric reports that the firm's EGLE Recycling Grant equipment has been purchased an additional production line has been started.
- f.** 10336 Blue Star Hwy—Michael DeGrandchamp, the applicant, is working with ETI on a Brownfield Plan.
- g.** 99 Walker Street in Lawton—ETI is working with the general contractor and developer to gather brownfield plan costs, so the plan can be finalized. The process is slowed somewhat due to unanticipated mold issues.

9. General Member Comments—Attendees offered comments. Zach Morris noted that Paw Paw Brewing has received a \$5,000 COVID restart grant under the federal program.

10. Adjournment—Motion by Compton, supported by Patterson-Gladney, to adjourn. The meeting was adjourned by the Chair at 4:16 pm.


Wayne Nelson, Secretary-Treasurer
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

Acronym	Type	Meaning
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGLE	Agency	Michigan Department of the Environment, Great Lakes, and Energy
MEDC	Agency	Michigan Economic Development Corporation
VBC	Agency	Van Buren County
VBCBOC or BOC	Agency	Van Buren County Board of Commissioners
VBCEDC or EDC	Agency	Van Buren County Economic Development Corporation
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor
ED	General Term	Economic development
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing